



FOR OFFICE USE ONLY

ASSIGNED # \_\_\_\_\_

STATE OF TENNESSEE  
DEPARTMENT OF COMMERCE AND INSURANCE  
MOTOR VEHICLE COMMISSION  
APPLICATION FOR LICENSE FOR MOTOR VEHICLE SALESPERSON  
**APPLICATION WILL BE RETURNED IF NOT COMPLETED IN ITS ENTIRETY AND/OR  
PRINTED LEGIBLY--USE BLACK INK OR TYPEWRITER**

**Check one**   ☐ **Original Application**   or   ☐ **Change of Employer**   or   ☐ **Renewal**

Social Security # \_\_\_\_\_

Last First Middle

Residential Address/P.O. Box/Street City State Zip

DATE OF BIRTH (must be 18)	EYE COLOR	HAIR COLOR	SEX	HEIGHT	WEIGHT
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Driver's License No. \_\_\_\_\_ State \_\_\_\_\_

Dealer's Name Dealer's License No.

Dealer's Mailing Address

TN

City County Zip

1. If licensed previously, give motor vehicle salesperson's license number \_\_\_\_\_  
***\*\*Following question's require a "yes" or "no" answer\*\****
2. Will you be employed full time by the above dealer? \_\_\_\_\_
3. (a) Have previous applications for motor vehicle salesperson or dealer license ever been denied or revoked in this or any other state? \_\_\_\_\_ (b) If so, state when and for what reason \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- (c) Have you ever been convicted of a felony? \_\_\_\_\_ ***If so, you must attach the final judgment decree***
4. (a) Are you familiar with the laws of the State of Tennessee that apply to motor vehicle salespersons and motor vehicle dealers? \_\_\_\_\_
- (b) Do you know that it is illegal to use dealer registration plates on any vehicle not actually owned by the dealer to whom such plates are issued? \_\_\_\_\_
5. Do you know that this license authorizes you to sell motor vehicles **ONLY** for the dealer whose name appears on your license? \_\_\_\_\_
6. Do you know that your salesperson license **MUST BE** returned to the Motor Vehicle Commission when you cease to be employed by the above dealer? \_\_\_\_\_

I hereby certify that I have read and understand the provisions of law relating to motor vehicle salespersons and motor vehicle dealers. This application is made in good faith, and the answers and statements made herein are full, correct and true to the best of my knowledge. I understand that any and all information herein required by the Motor Vehicle Commission is considered part of my application.

SIGNATURE \_\_\_\_\_

State of Tennessee  
NOTARY SEAL

SUBSCRIBED AND SWORN TO BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_

NOTARY PUBLIC

EXPIRATION DATE

Enter below your employment or other pursuit(s) for the prior two years, including but not limited to, full or part-time employment, self employed, student, hospitalization, incarceration, retired, military etc...

Name of Employer	Month & Year From      To	In What Capacity Were You Employed
_____		
_____		
_____		
_____		
_____		
_____		
_____		

**DEALER ENDORSEMENT OF APPLICATION FOR SALESPERSON'S LICENSE**  
**(Please read carefully)**

I have read the answers of the applicant named herein. I have made diligent inquiry and investigation, and believe that they are true to the best of my knowledge and belief, and on behalf of my company I hereby endorse the applicant as an individual of good business standing and one who is worthy of licensure, and hereby request that license be granted under the rules, regulations and policies of the Commission.

On behalf of my company, I agree that:

Instruction covering the provisions of the law and the rules and regulations governing the sale of motor vehicles has been given applicant for said license. The applicant will be provided a reasonable understanding of the same before being permitted to transact the business for which the license is requested.

While in my employ I will be fully responsible for the acts of this applicant while engaged in the work for which application is made herewith. I acknowledge that if this applicant is issued a salesperson license that this motor vehicle dealer is required to return said license and identification card when the licensee's employment is terminated.

Date \_\_\_\_\_  
(Name of Dealership)

Signed \_\_\_\_\_ Title \_\_\_\_\_  
(Officer or Agent)

**FAILURE TO PROPERLY COMPLETE THIS APPLICATION  
WILL DELAY THE APPLICATION REVIEW PROCESS**

**Salesperson's License Fee or Change of Employer Fee or Renewal Fee: \$35.00 (NON REFUNDABLE)**  
**Make check payable to: Tennessee Motor Vehicle Commission**  
**and mail to: 500 James Robertson Parkway-2<sup>nd</sup> Floor**  
**Nashville, TN 37243-1153**